



Goole Fields

District Drainage Board

**Half Moon
Reedness
DN14 8ET**

Meeting Papers

Tuesday 20 June 2017

2:00pm



Shire

Group of IDBs

**Epsom House
Malton Way
Adwick le Street
Doncaster DN6 7FE**

T: 01302 342055

info@shiregroup-idbs.gov.uk

www.shiregroup-idbs.gov.uk



Meeting Papers

Prepared by Paul Jones BSc (Hons) MSc (Eng) GMICE

Engineer to the Board

Reviewed by Ian Benn HNC/D, Dip NEBOSH, PG Dip

H&S/Env Law, Grad IOSH, MCQI CQP.

Clerk to the Board

Purpose

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1. Governance

1.1 Apologies for Absence

1.2 Declaration of Interest

Board Members are advised to declare a pecuniary or non-pecuniary interest on any item in the Agenda.

1.3 Minutes of the Meeting held 31 January 2017

Present

Mr MPG Dougherty (Chairman)	MD
Mr Martin Belton	MB
Mr D McTaggart	DMT
Mr John Oldridge	JO

In attendance on behalf of JBA Consulting, Clerk, Engineer and Environmental Adviser:

Mr Ian Benn	IB
Mr Paul Jones	PJ
Mr Mark Joynes	MJ

Apologies for Absence

2017.1 Apologies were received from John Barker.

Declaration of Interest

2017.2 There were none.

Minutes of the Meeting held 21 June 2016

2017.3 Minutes of the last meeting circulated with the meeting papers were taken as read and DMT proposed and MD seconded that the Minutes were approved for signature by the Chairman.

Matters arising

None.

Finance Report

The Financial report, copies of which had been circulated with the meeting papers, was considered and adopted by Members.

Matters arising

2017.4 Rating: it was noted that the all rates and especial levies had been collected and the balance at the end of the financial year would be nil.

2017.5 External Audit: The Finance Officer confirmed that the audit on the Financial Statements of the Board was completed.



2017.6 Internal Audit: The Board noted the minutes of the meeting of Audit Review Panel.

2017.7 Risk Register. Members were asked to consider and approve the Risk Register included in Appendix B. circulated with the meeting papers. Members agreed to adopt the document as presented.

2017.8 Estimates and Income, Rates and Special Levies for the Year Ending 31 March 2018:

The Board considered and approved an Estimate of Income and Expenditure for the year ending 31 March 2018, copies of which had been previously circulated to members.

In accordance with Section 37 of the Land Drainage Act, the Board determined the aggregate annual value of chargeable properties in the district and the aggregate value of all other land in the district as at 31 December 2016 for the financial year beginning 1 April 2017 as follows: -

a) Aggregate annual value of chargeable properties	£ 112,064
b) Aggregate value of all other land	£ 28,896

MB proposed a penny rate increase for the forthcoming year with both JO and DMT pointing to hold funds in reserve in order to cover any contingencies. JO seconded.

It was agreed that for the purpose of defraying costs, charges and expenses etc. incurred by the Board under the Land Drainage Act 1991 for the period 1 April 2017 to 31 March 2018, and in pursuance of the Internal Drainage Board (Finance) Regulations 1992, that the Board make a drainage rate for their district in respect of agricultural land and agricultural buildings and a Special Levy as follows: -

The amount of the Board's expenses to be met by drainage rates was £21,292 by way of an occupier's rate of 19p in the £ on the basis of the annual value of agricultural land and agricultural buildings in the district.

The amount of the Board's expenses to be met by Special Levy on East Riding of Yorkshire Council was £5,490

The Chairman and Clerk were authorised to seal the rate and the Special Levy on the Local Authority in accordance with the Act and the Finance Regulations.

2017.9 Five Year Budget Estimate: The Board reviewed the five-year budget estimate and the levels of income and expenditure over that period.

2017.10 List of Cheques: The Board approved for signature by the Chairman a List of Cheques signed since the last meeting totalling £16,269.72, of which £2,287.48 were approved by the Officers only. The Board also approved a list of payments that were made direct from the Board's bank account totalling £104.47.

Clerk's Report

The Clerk's report was read and approved.

Matters arising

2017.11 Website: IB encouraged members to visit and explore the new website and give a brief demonstration of its features.

2017.12 East Riding IDB Review: IB informed members that an officer had attending the meeting on 23 January 2017. He reported that the scrutiny committee sought more amalgamations of drainage authorities in the region. PJ discussed educating members regarding board affairs and pointed out the benefits of council-nominated members sitting on the board, with regard to obtaining finding and providing direction.



2017.13 ADA: The Clerk gave a brief outline of the 2016 conference and the matters discussed.

2017.14 Humber Flood Risk Management Strategy: The Clerk confirmed that the scope had been extended and would impact on the amount of funding available around the Estuary. The Board discussed the likely sea-level rise over the coming 100 years and how they would deal with the effects. The Clerk also said that land-owners must be compensated for land used as water storage and that the Board should consider their position.

MD spoke of the poorly maintained state of the outlet and described the area as 'treacherous', further stating that no persons should approach the area when working alone. However, he also pointed out that the concern was not in the Board's domain. MB pointed out the Board need to ensure waters in its system do not back-up as a result of the state of the outlet. PJ pledged to pursue the Association British Ports on the matter.

2017.15 NFU Flooding Manifesto – The Clerk reported on the document and advised members that farmers struggled to obtain permission after losing land to flooding. Also, some landowners believe they have no responsibility to pay.

Engineer's Report

The Engineer's report was read and approved.

Matters arising

2017.16 Maintenance – The Board discussed the way forward for Cross Drain. The engineer sought feedback from the Board regarding the existing contractor and the possible requirement to tender. DMT informed the Board John Canty's own health & safety officers requested higher levels of insurance. MD said the Board's insurance costs may increase in regard of the wind farm. PJ said he seek assurance from the existing contractors regarding risk assessments and insurance cover. The Board also discussed John Canty's reluctance to retire and discussed the serious issues that may arise from a contractor of his years working for the Board. The Board considered their position and, despite these concerns, remained strongly in favour of John Canty, citing his excellent knowledge of the district. The Clerk said he regarding John's age as a major concern and that he would report back to the Board. PJ explained the importance of lone workers being able to demonstrate they have appropriate processes in place, and the importance of public authorities have appropriate safeguards in place.

2017.17 Blacksmith Dyke – MB drew the Board's attention to a 120m section of Blacksmith Dyke. The section is in poor repair and cannot be accessed from the other side, being badly overgrown. The Clerk strongly recommended no culverting be undertaken and discussed options. MB said he was prepared to carry out the necessary works himself. IB confirmed the section is included in the Board's maintenance plan/ PJ reminded the Board of their power and obligations regarding bylaws. The Board resolved that MB would carry out the works. PJ asked to be informed when the works are to be commenced and said he would attend site to supervise.

Environmental Officer's Report

The Environmental Report circulated with the Meeting Papers was read and approved.

2017.18 Support for Environment Agency Eel Research – The Board discussed how the research would impact on the Board and how various structures including pumping stations can be obstructions. MB enquired if any compensation may be available. PJ confirmed there would not, but reminded the Board that Cross Drain PS is considered high priority, and they will need to address how they comply. MB proposed the Board contribute £100.00, MD seconded and the Board agreed.



Health & Safety Report

The report which was circulated to members was read and noted by members.

Any Other Business

There was none.

Date of next meeting

The meeting closed at 3:15pm. The Board resolved their next meeting will take place on Tuesday 20 June 2017, 2pm at Half Moon Inn, Reedness.

1.4 Matters Arising not discussed elsewhere

2. Financial Report

Recommendations

- To note the information contained in this report
- To Approve Section 1 of Annual Return
- To Approve the Accounts for the Year Ended 31 March 2017
- To approve Section 2 of the Annual Return

2.1 Rating Report

Details of the Rates and Special Levies issued and payments received up to and including 31st March 2017: -

	£	£
Balance Brought forward at 1 April 2016		<u>NIL</u>
2016/2017 Drainage Rates and Special Levies		
Drainage Rates	20,183.58	
Special Levies: -		
East Riding of Yorkshire Council	5,184.00	<u>25,367.58</u>
Less Paid:-		
Drainage Rates	20,183.58	
Special Levies: -		
East Riding of Yorkshire Council	5,184.00	<u>25,367.58</u>
Balance Outstanding as at 31st March 2017		<u>NIL</u>

2.2 Audit

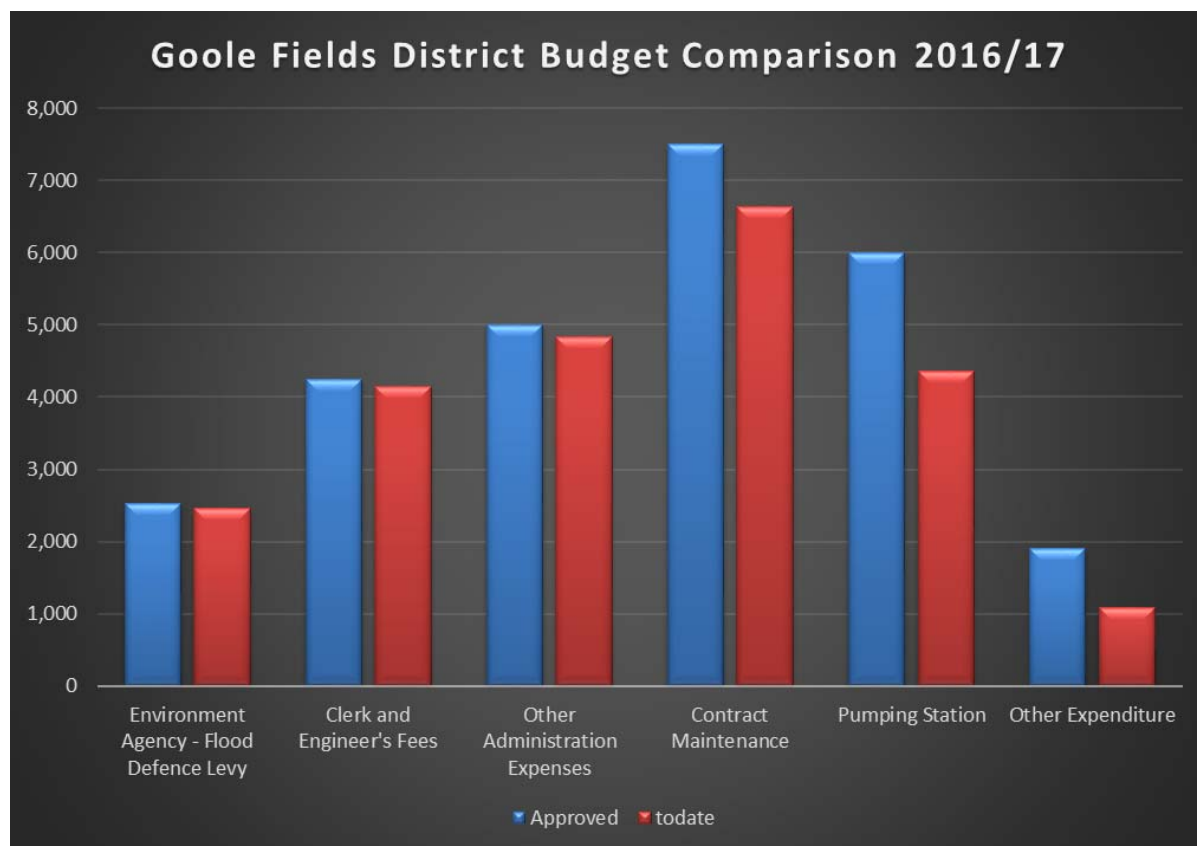
2.2.1 Internal Audit

The internal audit of the Board's financial statements is underway and will be completed before the meeting.

2.2.2 Annual Return – Section 1 Annual Governance Statement

Members are asked to review and approve Section 1 of the Annual Return which can be viewed at Appendix A.

2.3 Expenditure Budget Comparison for the Year Ending 31 March 2017



2.4 Accounts for the Year Ending 31 March 2017

The Accounts for the year ending 31 March 2017 are attached as a separate document.

2.5 Annual Return – Section 2 Financial Statement

Members are asked to review and approve Section 2 of the Annual Return which can also be viewed at Appendix A.



2.6 Five Year Budget Estimate

The five-year forecast of income and expenditure is shown below.

Goole Fields District DB	0	0	0	1	2	3	4	5
Revenue Account	2016/17	2017/18	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	Actual	App	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated
	Out-turn	Budget	Out-turn	Out-turn	Out-turn	Out-turn	Out-turn	Out-turn
	£	£	£	£	£	£	£	£
Income								
Drainage Rates	20,184	21,292	21,292	21,292	21,852	22,133	22,413	22,973
Special Levies - EYRC	5,184	5,490	5,490	5,490	5,635	5,707	5,779	5,924
Bank Interest, consents etc	13	2	2	2	2	2	100	100
Total Income	25,381	26,784	26,784	26,784	27,489	27,842	28,292	28,997
Expenditure								
Flood Defence Levy	2,453	2,527	2,453	2,527	2,602	2,680	2,761	2,844
Refurbishment Costs	-	-	-	-	-	-	-	-
Clerk & Engineers Fees	4,150	4,250	4,250	4,250	4,250	4,250	4,250	4,250
Other Administration	4,828	5,000	5,000	5,000	5,000	5,000	5,000	5,500
Maintenance of Drains	6,633	7,500	7,500	7,700	7,700	7,900	7,900	8,100
Maintenance of Pumping Station	4,355	6,000	6,000	6,000	6,000	6,000	6,500	6,500
Other Expenditure								
Biodiversity Action Plan etc	-	850	850	850	850	850	850	850
Dempster IDB wayleave	380	350	400	400	400	400	400	400
Humber Management Scheme	100	100	100	100	100	103	106	109
Reedness & Swinefleet DB wayleave	600	600	600	600	600	600	600	600
Consents	-	-	-	-	-	-	-	-
Total Expenditure	23,499	27,177	27,153	27,427	27,502	27,783	28,367	29,153
Surplus/(Deficit)	1,882	(393)	(369)	(642)	(13)	58	(75)	(156)
Balance Brought Forward	22,054	21,190	23,936	23,567	22,925	22,912	22,970	22,895
Balance Carried Forward	23,936	20,797	23,567	22,925	22,912	22,970	22,895	22,739
Penny Rate in £	18.00p	19.00p	19.00p	19.00p	19.50p	19.75p	20.00p	20.50p
Penny Rate £1,409	101.86%	76.52%	86.79%	83.59%	83.31%	82.68%	80.71%	78.00%

2.7 List of Cheques

Cheques raised since those in the schedule presented to the board at the previous meeting:

DATE		CHEQUE	REF	PAYEE	DESCRIPTION	TOTAL	
		NO.				CHEQUE	
2016						£	
Jun	21st	000362	5	Half Moon Inn	Meeting Expenses	25.00	*
2017							
Jan	31st	000382	22	ADA	Annual Subscription	643.20	
		000383	21	JBA Consulting	1/4 Salary & Expenses	1,497.00	
		000384	23	John Canty	Maintenance	3,330.00	
		000385	28	JP Canty	Maintenance	4,629.00	
		000386	29	Half Moon Inn	Meeting Expenses	32.30	
Mar	24th	000387	31	Danvm Drainage Commissioners	Website Development	18.14	*
		000388	30	Doncaster East IDB	Cardnet Fees, etc.	74.41	*
Apr	18th	000389	1	Environment Agency	Flood Defence Levy	2,453.00	
		000390	32	Eon Energy	Supply to Cross Drain PS	3,083.98	
		000391	3	JBA Consulting	1/4 Salary & Expenses	1,416.96	
				Total Amount of all Cheques		17,202.99	
				*Total Amount of Cheques sent out signed by the Clerk's		117.55	

2.8 Payments Made Directly from the Bank Account

Payment made directly from the bank account since those in the schedule presented to the board at the previous meeting:

DATE		CHEQUE	REF	PAYEE	DESCRIPTION	TOTAL	
		NO.				CHEQUE	
2017						£	
Jan	31st	d/d	-	NatWest	Bank Charges	5.00	*
Feb	28th	d/d	-	NatWest	Bank Charges	5.00	*
Mar	31st	d/d	-	NatWest	Bank Charges	5.00	*
				Total Amount of all Payments		15.00	



3. CEO's Report

Recommendations

- Members note the information in the report.

3.1 Website

Is now live and available at www.shiregroup-idbs.gov.uk

3.2 Legislation

Nothing to report.

3.3 Environment Agency

Nothing to report.

3.4 Association of Drainage Authorities (ADA)

3.4.1 ADA Conference 2016

Notes on Conference.

Henry Cator stood in for President Lord Ramsey, unable to attend. Henry suggested the industry was taken for granted, noting IDB Members take seats on these small non-departmental public bodies as volunteers with immense local knowledge of their area.

Dr Therese Coffey, Minister for the Environment, spoke at length. Government appreciates the role and function of IDBs and the importance of ADA, speaking for the collective whole. She welcomed ADA's response to the flooding report suggesting the importance of integrating water, land management, development and the environment from source to sea. In connection with de-maining and asset transfer, she advised the Agency was not attempting to palm off responsibility but looking for willing partners and how PSCA's help support this process. She is very supportive and seeks to promote natural flood management and understand what it could look like in lowland areas. She noted Defra's appreciation on the work some IDB Officers had done on land values in connection with proposed new IDBs in Cumbria. She also acknowledged the statutory duty of local authorities to raise income on behalf of IDBs for those developed areas within the IDB District and how Board function assisted delivery of environment, food and farming requirements.

Alison Baptiste spoke on behalf of the Environment Agency expending on the requirement to de-main and transfer assets, likely to be with willing partner IDBs and other Risk Management Authorities. The ideal scenario was to deliver a local solution for local people however the Agency continues to require an oversight role.

Emma Howard-Boyd, Chair of the Environment Agency spoke on the work of water level management having a positive impact on daily lives but the requirement to think long term about nature and the protection of people from flooding. It was believed delivery would be through collaboration between partners to deliver a resilient England, advising not everyone can be protected all of the time. A catchment based approach would be required to deliver this; land management practices, soft engineering approaches, new measures with utility companies to strengthen infrastructure resilience. She advised of an Agreement with Stobart trucks to move goods required by the Environment Agency in connection with flood events



around the country and the Woodland Trust and Forestry Commission were to plant trees. She noted how the PSCA were delivering efficient savings of between 5-10%. Mrs Howard-Boyd also advised the Agency was keen to work with willing partners. There requires a rebalancing of both National and Local Flood Risk Management; the 25 year Environment Framework was soon to be published – how to fund the work remained an ongoing issue.

Minette Batters spoke for the National Farmers Union. She identified Brexit as the biggest challenge for the future. Trading relationships was the number one priority and access to the single market. It would be a significant change for agriculture. The budget was secure until 2020 but a new deal would have to be agreed before the end of the 2 year exit from Europe. She advised the public pay £0.23 per day toward the Commons Agricultural Policy, providing food, clean water and a clean environment and the importance of using the next two years to influence change. At the moment under the Water Framework Directive, one indicator failure meant watercourse failure suggesting by the next River Basin Management Plan period of 2027, was time within which the directive could be scrapped. The NFU fully supported IDBs working on main river under PSCAs and commented on the role of farming in mitigation of Climate Change.

Question Time followed with questions raised by a LLFA Member on SuDS and the requirement for all drainage assets to be adopted and maintained in perpetuity where Management Companies set up for this purpose frequently failed to deliver suggesting the FWMA Schedule 3 required enactment allowing the LLFAs to adopt systems. It was opined the Government is storing up problems because SuDS are not being developed properly and to deliver the catchment approach requires SuDS being developed.

A Member advised the CAP monies are not for farmers but subsidise consumer shopping lists.

On Grant in Aid an IDB Officer suggested whilst outcome measures were appropriate for accessing GiA, they need to be more aspirational, offering a lower level of protection in villages and reporting on the percentage of properties protected, advising property should be protected to a standard with support for offering advice on resilience to flooding.

Innes Thompson advised on the importance of soil as the most valuable farm asset and the need to protect it from erosion and maintain soil biota.

3.4.2 Technical & Environment and Policy & Finance Committee

A joint meeting was held on 10th January 2017.

Discussions included:

- Workstream reports from 2016 on water transfer licensing, total catchment management, ecological improvement, data and evidence.
- New workstream groups covering subjects: water transfer and abstraction, preparation of a guide to demanding for IDBs, use of IDB1 information.

3.5 Defra

Nothing to report.



4. Engineer's Report

Recommendations

- Members note the information in the report.

4.1 Asset Management

4.1.1 Pumping Station

No issues have been reported regarding operations.

4.1.2 Shipcote Drain access damage

A riparian owner/occupier contacted the Board Office in March with regards to damage to a bridge/access crossing Shipcote



'... It is starting to collapse in the middle and our contractors are avoiding crossing it with heavy machinery in case it collapses totally and blocks this main drain.'

I believe this to be the IDB bridge as we did not install it and it appears to have had some remedial works to the abutments done in the past.'





Our response on behalf of the Board was as follows:

'... Thank you for approaching the Board regarding the culvert as shown in your pictures attached.

I was in the area this morning and thought I'd try and locate the culvert, but if you could confirm location using the map attached that would be much appreciated.

Please find attached the Environment Agency 'Living on the Edge' guidance in relation to ownership of culverts, p.19.

Unfortunately, if the culvert falls aside land owned or occupied by yourselves then the culvert is likely to be within your ownership and responsibility for repair etc. This would still apply even if the Board had historically installed a culvert as the Board use their permissive powers to undertake works/maintenance.

If the culvert is to be replaced by yourselves then a Section 23 Consent from the Board would also be required as explained via the website <https://www.shiregroup-idbs.gov.uk/idbs/goole-fields/asset-management/planning-consents/>, however, as long as the culvert replacement is 'like for like' in terms of pipe size and invert then there shouldn't be any complications ...'

Of particular note is p.19 of the **Environment Agency Living on the Edge** document:

9 Culverts

A culvert is a watercourse that has been enclosed in a structure such as a pipe.

This is usually done so that the land above the watercourse can be used for other things, for example a driveway or school playground. Culverts do not include sewers. The legal definition of a culvert is set out in the explanation of terms in section 15.

Risk management authorities discourage the construction of new culverts because they increase flood risk and damage the environment. They are likely to only allow a culvert to be built if there is no alternative. If you want to build a new culvert or alter an existing one, your local risk management authority must consent to the works. Please contact them for more information.

If there is a culvert on your land, you generally own it from where it enters to the point it leaves your land. You are responsible for maintaining culverts on your land. Culverts can

CULVERTS CAN BE DANGEROUS

You risk injury, drowning or becoming trapped by going into a culvert. Culverts are confined spaces that can contain noxious gases. Only trained, properly equipped people should go inside them.

collapse and cause the ground above to subside if they are not maintained properly. Water cannot flow through blocked culverts, and may back up and cause flooding above ground.

It is not always easy to find culverts, especially if they were built a long time ago. Maps and records may not be accurate or could have been lost or never made in the first place. If you think you have a culvert on your land, but do not know where it is or are worried about its condition, you should arrange for a professional company to do a survey. Your risk management authority also has some information on culverts.

It is your responsibility to let water flow through your land without obstruction, pollution or diversion affecting the rights of others. This means you must clear a blocked culvert on your land or under your property.



4.1.3 Maintained Ordinary Watercourses

Maintenance activities are to be confirmed for the upcoming season on the following Ordinary Watercourses.

It should also be noted within the minutes that Shipcote Drain is deweeded annually from river head to pump station, and all other Ordinary Watercourses chosen for maintenance by the Board are maintained on an as needed basis every 2, 3, or 4 years.

4.2 Planning, pre-application advice and consents

4.2.1 Planning Applications

The Local Planning Authority website has been reviewed on a regular basis and no planning applications have required comment on behalf of the Board between 17th January and 30th May 2017.

4.2.2 Land Drainage Act 1991 Section 23 and 66 (Byelaw) Consents

No consent has been issued on behalf of the Board between 17th January and 30th May 2017.



5. Environmental Adviser's Report

Recommendations

- Members note the information in the report.
- Member approve BAP budget expenditure on Eel R&D (Item 5.2.2)

5.1.1 Conservation of Habitats and Species Regulations 2010

This Board has a boundary with the Humber Estuary Ramsar site and has duties as a Responsible Authority under the Conservation of Habitats and Species Regulations 2010. Under that and the Land Drainage Act, Natural England has been served notice of Board function within the vicinity of the site.

5.1.2 Biodiversity Action Plan 2015-2020

Water Vole and other species survey undertaken late March is available at Appendix B.

5.1.3 Humber Estuary Relevant Authorities Group (HERAG)

This Board as a Relevant Authority (Habitats Regs) is represented on HERAG works to implement environmental benefits as part of the Humber Management Strategy which has recently commenced a 3-year review. The Estuary is designated Ramsar for the following species:

- Bar-tailed godwit (*Limosa lapponica*)
- Black-tailed godwit (*Limosa limosa islandica*)
- Dunlin (*Calidris alpina alpina*)
- Golden plover (*Pluvialis apricaria*)
- Knot (*Calidris canutus*)

Natural or near natural estuary:

- Redshank (*Tringa tetanus*)

Aquatic:

- Sea lamprey (*Petromyzon marinus*)
- River lamprey (*Lampetra fluviatilis*)
- Grey seal (*Halichoerus grypus*)
- Shelduck (*Tadorna tadorna*)
- General Waterbird assemblages

Work proposed includes engagement with the agricultural community around the estuary, particularly related to the bird declines in the area, many of which such as Lapwing and Plover breed on agricultural land, not the estuary.



6. Health and Safety Report

6.1.1 Accidents/Incidents/Near Misses

Nothing to Report.

6.1.2 New Legislation

Nothing to Report.

6.1.3 HSE Incidents

Nothing to Report.

7. Any Other Business by Leave of the Chairman

8. Date of Next Meeting



9. APPENDIX A – Annual Return

Sections 1 & 2 of the Annual Return can be found over the following pages.

Section 1 – Annual governance statement 2016/17

We acknowledge as the members of:

Enter name of
smaller authority here:

COOLE FIELDS DISTRICT DRAINAGE BOARD

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2017, that:

	Agreed		'Yes' means that this smaller authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances.	✓		has only done what it has the legal power to do and has complied with proper practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered the financial and other risks it faces and has dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	NA
			has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

This annual governance statement is approved by this smaller authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by Chair at meeting where approval is given:

SIGNATURE

Clerk:

SIGNATURE

*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how this smaller authority will address the weaknesses identified.

Section 2 – Accounting statements 2016/17 for

Enter name of
smaller authority here:

GOOLE FIELDS DISTRICT DRAINAGE BOARD

	Year ending		Notes and guidance
	31 March 2016 £	31 March 2017 £	
1. Balances brought forward	22442	22054	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	25367	25367	Total amount of precept (or for IDBs, rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	53	13	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	0	0	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	25808	23499	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	22054	23935	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8. Total value of cash and short term investments	24769	26144	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	150,000	150,000	This cell shows the value of all the property the authority owns. It is made up of its fixed assets and long-term investments.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2017 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer:



Date

23/05/2017

I confirm that these accounting statements were approved by this smaller authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by Chair at meeting where approval is given:

SIGNATURE





Shire

Group of IDBs

**Shire Group of IDBs
Epsom House
Malton Way
Redhouse Interchange
Adwick le Street
Doncaster DN6 7FE**

T: 01302 337898

info@shiregroup-idbs.gov.uk

www.shiregroup-idbs.gov.uk

JBA Consulting has offices at

**Coleshill
Doncaster
Dublin
Edinburgh
Exeter
Glasgow
Haywards Heath
Isle of Man
Leeds
Limerick
Newcastle
Newport
Peterborough
Saltaire
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